



DEPARTMENT OF THE ARMY
SPECIAL TROOPS BATTALION, 3D CORPS SUPPORT COMMAND
UNIT 29620
APO AE 09096

REPLY TO
ATTENTION OF

AETV-SCS-H

24 October 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Special Troops Battalion Policy Memorandum # 12, Soldier Barracks

1. PURPOSE. To ensure all soldiers are aware of the Soldiers Barracks policy.
2. APPLICABILITY. Headquarters, Special Troops Battalion all subordinate units.
3. Policy.
 - a. Unit Commanders will--
 - 1) Inspect rooms in the barracks regularly to ensure they are clean, safe, and secure.
 - 2) Conduct a risk assessment and ensure controls are in place to maintain a safe, secure, and orderly environment, to include a charge of quarters (CQ) if necessary.
 - 3) Ensure that common areas in the barracks are checked for cleanliness and security at least once a day.
 - 4) Establish rules of conduct for behavior in the barracks.
 - 5) To establish "hey you" details.
 - 6) Store TA-50 equipment in soldiers' rooms only if no other secure area is available in the barracks. TA-50 equipment will not be inspected in soldiers' rooms.
 - 7) Establish quiet hours in the barracks.
 - 8) Allow storing and/or consumption of alcoholic beverages in soldiers barracks only to the degree that storage/ consumption does not impair safety and security, nor degrade good order and discipline.
 - b. Soldiers--
 - 1) Are responsible for maintaining their rooms.
 - 2) May decorate their rooms, provided the decorations are not offensive to others. Rooms must, however, be returned to directorate of public works standards before installation clearance.
 - 3) Are not authorized pets (except fish) in their rooms.

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4) May have privately owned microwave ovens in their rooms when enough electrical power exists.

5) May contract with a host-nation telephone service for private telephones in their rooms. Soldiers will be responsible for associated costs.

6) Are not required to live in a barracks if authorized to live off post.

c. Chain-of-command involvement is key to ensuring soldiers barracks meet the standards of a safe and secure environment.

4. SUPERSESSION. This policy supercedes STB Policy Letter # 12, dated 20 Nov 2001.

5. EXPIRATION. This policy memorandum expires 1 October 2003.

6. "Fit to Fight!"

/// Original Signed ///

MICHELE M. PUTKO
LTC, OD
Commanding

Distribution:

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